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1 BEFORE THE CITY OF COLUMBUS
2 MUNICIPAL CIVIL SERVICE COMMISSION

3 - - -

4 In the Matter of:

5 Regular Meeting

6 - - -

7 Larry Price

8 President, presiding

9 - - -

10 TRANSCRIPT OF PROCEEDINGS

11 - - -

12
13 Monday, December 19, 2022
14 9:11 a.m.
15 City of Columbus
16 Civil Service Commission
17 77 North Front Street
18 Columbus, Ohio 43215

19 - - -

20 CHRISTY M. HEANEY

21 PROFESSIONAL REPORTER

22 - - -

23 ANDERSON REPORTING SERVICES, INC.
 3040 Riverside Drive, Suite 125
 Columbus, Ohio 43221
 (614) 326-0177

1 COMMISSION MEMBERS PRESENT:

2 Larry Price, President
3 Jennifer Lynch
4 Dawn Tyler Lee

5 PRESENTERS:

6 Amy DeLong
7 Charday Litzy-Taylor
8 Richard Cherry
9 Beth Dyke
10 Tammy Rollins

11 ALSO PRESENT:

12 Wendy Brinnon

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1 MONDAY MORNING SESSION
2 December 19, 2022
3 9:11 a.m.

4 - - -

5 PROCEEDINGS

6 - - -

7 BE IT REMEMBERED THAT, on the 19th day of
8 December, 2022, the Municipal Civil Service
9 Commission came on for regular meeting, Larry
10 Price, President. And the parties appearing in
11 person and/or by counsel, as hereinafter set
12 forth, the following proceedings were had:

13 - - -

14 PRESIDENT PRICE: Good morning. We have
15 a rather lengthy agenda, so I brought my water to
16 make sure.

17 I'll call to order the City of Columbus,
18 Ohio, Municipal Civil Service Commission, regular
19 meeting, December 19, 2022. We are following the
20 printed agenda.

21 No. 1: Review and approval of the
22 minutes from the November 21, 2022, regular
23 meeting. Chair will entertain a motion to approve.

24 MS. LYNCH: I move to approve the minutes
from the November 21, 2022, regular meeting.

4

1 MS. TYLER LEE: Second.

2 PRESIDENT PRICE: Been properly moved and
3 seconded.

4 All those in favor say "aye."

5 MS. LYNCH: Aye.

6 MS. TYLER LEE: Aye.

7 PRESIDENT PRICE: Aye.

8 All those opposed?

9 Ayes have it.

10 No. 2: Pre-Hearing Conference Reviews,
11 none submitted.

12 No. 3: Request of the Civil Service
13 Commission staff to revise Rule VI D.2. and
14 Rule VI D.3(b) pertaining to residency as a result
15 of the 2022 voter-approved Charter amendments.

16 Morning, Amy.

17 MS. DELONG: Good morning.

18 PRESIDENT PRICE: Who's going to tell me
19 what to do now that you're in front of us?

20 MS. TYLER LEE: The boss.

21 MS. LYNCH: That's right.

22 MS. DELONG: Amy DeLong, Civil Service
23 Director. I am here today to go over a lot of
24 things with you. I'm going to have you approve

5

1 them separately because of the importance of them,
2 but I'm going to give you a little background to
3 start off.

4 As many of you are aware here, Tammy and
5 I -- Tammy Rollins and I attended all of the
6 Charter review Commission meetings this year, which
7 started in January -- and there were numerous
8 meetings -- just to see, you know, what other
9 organizations here -- departments were asking for.

10 Many of those were just clean-up changes
11 to the Charter since the Charter was written in
12 1914, and it just hadn't made its way to the 20th
13 century.

14 That being said, we ended up presenting
15 Charter changes for the Civil Service portion of
16 the Charter, which is Sections 148 through 158-1.
17 We suggested numerous changes, 14 of which were
18 approved by the Charter Review Commission as well
19 as Columbus City Council. The voters
20 overwhelmingly approved the Charter amendments in
21 November.

22 Therefore, at this point, we need to
23 change the Civil Service rules, which is your job,
24 to be in compliance with the Charter changes. And

6

1 what this does is it ensures that we are operating
2 consistently upon those Charter amendments and how
3 we do our business here at the Civil Service
4 Commission.

5 As I said earlier, the majority of the
6 changes that were requested were simply
7 modernization of language and some minor cleanup.
8 That's the same thing for us. We did have a few
9 big ones, and I'll talk about those today with you
10 in -- in more detail.

11 But today I'm going to review six Civil
12 Service rules that must be updated as a result of
13 those Charter amendments.

14 So therefore, I -- we request that the
15 Civil Service staff revise VI D.2. and VI D.3(b)
16 pertaining to residency as a result of the 2022
17 voter-approved Charter amendments.

18 The Commission staff is recommending your
19 adoption of the proposed language in order to
20 comply with the voter-approved Charter amendments.
21 The proposed revisions remove the requirement for
22 employees to live in Franklin or continuous --
23 contiguous counties. This result -- this request
24 is a result of the 2013 court decision which stated

7

1 that the Commission could no longer enforce the
2 City's Charter defined residency requirement a --
3 as written in 158-1.

4 Since the Commission could no longer
5 enforce this section of the Charter, we ask that it
6 be removed and are updating our residency rule to
7 match that amendment.

8 Currently, those sections provide that
9 all unclassified and classified employees shall at
10 all times during their employment maintain their
11 residency in Franklin or contiguous counties; and
12 any employee found to be in violation will be
13 placed on unpaid administrative leave, undergo
14 disciplinary proceedings, and could be terminated
15 if the employee does not establish an appropriate
16 residency.

17 Replacing this section with "unless
18 otherwise specifically provided by the Charter,
19 residency shall be in accordance with the general
20 laws of the State of Ohio," parallels what is in
21 the Charter, and prevents further confusion among
22 employees.

23 I ask for your approval.

24 PRESIDENT PRICE: Thank you.

1 Questions?

2 And again, Amy, I'll say it at the
3 outset, thank you for taking time for briefing us
4 so we're well aware of the changes in -- in what
5 you've presented before us today.

6 Chair will entertain a motion.

7 MS. LYNCH: I move to revise Rule -- is
8 that XI?

9 MS. DELONG: VI.

10 PRESIDENT PRICE: VI.

11 MS. LYNCH: VI. Sorry.

12 PRESIDENT PRICE: No. 3.

13 MS. LYNCH: Thank you for your -- VI D.2.
14 and Rule VI D.3(b) pertaining to residency as a
15 result of the 2022 voter-approved Charter
16 amendments.

17 MS. TYLER LEE: Second.

18 PRESIDENT PRICE: It's been properly
19 moved and seconded.

20 All those in favor say "aye."

21 MS. TYLER LEE: Aye.

22 MS. LYNCH: Aye.

23 PRESIDENT PRICE: Aye.

24 All those opposed?

1 Motion carries.

2 No. 4: Request of the Civil Service
3 Commission staff to revise Rule VII B.8(a)
4 pertaining to banding as a result of the 2022
5 voter-approved Charter amendments.

6 MS. DELONG: Okay. As you are all aware,
7 this is the controversial; so I'm going to go slow,
8 and I'm going to go in detail in this one.

9 The Commission staff is recommending the
10 adoption of the proposed language in order to
11 comply with the voter-approved Charter amendments.
12 The proposed revisions allow for -- that whenever a
13 fixed-band method of certification is published on
14 an examination announcement, passing grades shall
15 consist of no more than three ordered bands.

16 Currently, Rule VII B.8(a) states that
17 passing grades shall consist of not fewer -- shall
18 consist of not fewer -- yeah, not fewer than three
19 bands. I can't read my own writing. Replacing
20 "fewer" with "more" provides a greater flexibility
21 in times when job candidates are more scarce and
22 lists are small or depleted as soon as they're
23 created.

24 The use of fewer bands for smaller lists

1 also provides departments with more candidates to
2 choose from and should eliminate some of the
3 competition among departments for the same one or
4 two candidates because they will have a greater
5 number of candidates to choose from.

6 This rule further defines how the Civil
7 Service Commission will determine the number of
8 bands created for each established list. Based on
9 the data gathered from the current eligible list in
10 usage, as of the end of October, 2022, a single
11 band will be used for those lists containing 1
12 through 50 candidates who have taken and passed the
13 exam.

14 Two bands will be created for eligible
15 lists that have 51 to 100 candidates who have taken
16 and passed the exam.

17 And three bands will be established for
18 lists which have 101 or more candidates who have
19 taken and passed the exam.

20 This rule also allows for special
21 circumstances where the executive director may
22 deviate from the above assignment of bands with
23 appropriate justification, which will be included
24 in the exam confidential and certification files.

11

1 I ask for your approval.

2 PRESIDENT PRICE: Thank you.

3 Questions?

4 The chair will entertain a motion.

5 MS. LYNCH: I move to revise

6 Rule VII B.8(a) pertaining to banding as a result
7 of the 2022 voter-approved Charter amendments.

8 MS. TYLER LEE: Second.

9 PRESIDENT PRICE: It's been properly
10 moved and seconded.

11 All those in favor say "aye."

12 MS. TYLER LEE: Aye.

13 MS. LYNCH: Aye.

14 PRESIDENT PRICE: Aye.

15 All those opposed?

16 Ayes have it. Motion approved.

17 Item 5: Request of the Civil Service

18 Commission staff to revise Rule IX C.4(b)
19 pertaining to certification of eligibles as a
20 result of the 2022 voter-approved Charter
21 amendments.

22 MS. DELONG: Thank you. The Commission
23 staff is recommending the adoption of the proposed
24 language in order to comply with the voter-approved

12

1 Charter amendments.

2 The proposed -- the proposed revision
3 allows for an -- the appointing authority to choose
4 from a greater number of eligible candidates when
5 making an appointment.

6 Currently, Rule IX C.4(b) states: The
7 executive director shall certify all names in the
8 highest band from the appropriate list so that in
9 making appointments to a position in the class, the
10 appointing authority has a choice of at least five
11 eligibles. If fewer than five names appear in the
12 highest band, the executive director shall certify
13 names from the subsequent bands so that at least
14 five eligibles are certified.

15 Replacing 5 with 15 provides the
16 appointing authority with more flexibility in
17 hiring and provides them with a reasonable number
18 of candidates to choose from during those times
19 when the number of vacancies is high and when
20 departments are continually hiring in certain
21 classifications.

22 I ask for your approval.

23 PRESIDENT PRICE: Thank you.

24 Questions?

1 Chair will entertain a motion.

2 MS. LYNCH: I move to revise
3 Rule IX C.4(b) pertaining to certification of
4 eligibles as a result of the 2022 voter-approved
5 Charter amendments.

6 MS. TYLER LEE: Second.

7 PRESIDENT PRICE: Been properly moved and
8 seconded.

9 All those in favor say "aye."

10 MS. TYLER LEE: Aye.

11 MS. LYNCH: Aye.

12 PRESIDENT PRICE: Aye.

13 All those opposed?

14 Motion carries.

15 Item 6: Request of the Civil Service
16 Commission staff to revise Rule X C. pertaining to
17 promotional appointment as a result of the 2022
18 voter-approved Charter amendments.

19 MS. DELONG: The Commission staff is
20 recommending the adoption of the proposed language
21 in order to comply with the voter-approved Charter
22 amendments.

23 The proposed revision will allow for a
24 person hired from a nonuniform promotional list to

14

1 serve a probationary period. The current rule X C.
2 states that employees who receive promotional
3 appointments have permanent status without serving
4 a probationary period.

5 This language will remain the same for
6 appointments within the uniformed ranks of police
7 and fire divisions; however, with this change,
8 promotional appointments outside of the uniform
9 ranks will not have permanent status until they
10 have satisfied the applicable probationary period
11 set forth in Rule XI.

12 This allows departments to promote
13 employees and provides an opportunity for them to
14 be evaluated in the new position.

15 I ask for your approval.

16 PRESIDENT PRICE: Thank you.

17 Questions?

18 Chair will entertain a motion.

19 MS. LYNCH: I move to revise Rule X C.
20 pertaining to promotional appointments as a result
21 of the 2022 voter-approved Charter amendments.

22 MS. TYLER LEE: Second.

23 PRESIDENT PRICE: Been properly moved and
24 seconded.

15

1 All those in favor say "aye."

2 MS. LYNCH: Aye.

3 MS. TYLER LEE: Aye.

4 PRESIDENT PRICE: Aye.

5 Those opposed?

6 Motion carries.

7 Item 7: Request of the Civil Service

8 Commission staff to revise Rule XI A.6,

9 Rule XI C.2, Rule XI D.2 and Rule XI D.3 pertaining

10 to probationary periods, extensions and

11 terminations as a result of the 2022 voter-approved

12 Charter amendments.

13 MS. DELONG: Commission staff is

14 recommending the adoption of the proposed language

15 in order to comply with the voter-approved Charter

16 amendments.

17 The proposed revisions will allow for

18 probationary periods to exceed 365 days when

19 positions have formal training periods, as well as

20 change the notification period for probationary

21 extensions and terminations.

22 Rule XI A.6 will be added to the rules

23 outlining the probationary period for classes that

24 are associated with formal training programs may

16

1 exceed 365 days to ensure that employees have a
2 full opportunity to perform the regular duties of
3 their position. Any such extension should not
4 exceed the total days served in that formal
5 training period. Police officer is likely the only
6 classification that will utilize this rule change.

7 Currently, Section C.2 and D.2 of Rule XI
8 state that Civil Service must be notified 10 days
9 before the end of the probationary period in order
10 to extend the probationary period or terminate an
11 employee.

12 Rule D.3 further states that if
13 notification is not received at least 10 days prior
14 to the end of the probationary period, the
15 appointment becomes permanent.

16 The new language removes the 10-day
17 requirement stating that notification just be made
18 prior to the end of the probationary period for
19 both the probationary extension and the termination
20 requests.

21 I ask for your approval.

22 PRESIDENT PRICE: Thank you.

23 Chair will entertain a motion.

24 MS. LYNCH: I move to revise Rule XI A.6,

17

1 Rule XI C.2, Rule XI D.2, and Rule XI D.3
2 pertaining to probationary periods, extensions and
3 terminations as a result of the 2022 voter-approved
4 Charter amendments.

5 MS. TYLER LEE: Second.

6 PRESIDENT PRICE: Been properly moved and
7 seconded.

8 All those in favor say "aye."

9 MS. TYLER LEE: Aye.

10 MS. LYNCH: Aye.

11 PRESIDENT PRICE: Aye.

12 All those opposed?

13 Motion carries.

14 Item 8: Request of the Civil Service
15 Commission staff to revise Rule XIV A.1 pertaining
16 to appeals as a result of the 2022 voter-approved
17 Charter amendments.

18 MS. DELONG: Last but not least.

19 PRESIDENT PRICE: Okay.

20 MS. DELONG: The Commission staff is
21 recommending the adoption of provide -- proposed
22 language in order to comply with the voter-approved
23 Charter amendments.

24 The proposed revision states that an

18

1 appeal will be scheduled within 10 days and will be
2 heard by the Commission within 45 days. As you all
3 know, that's very -- it's easy to do and right now
4 it's not that way.

5 So Rule XIV A.1 states that appeal shall
6 be scheduled before the Commission within 10 days
7 of the date of the filing and an evidentiary
8 hearing being late -- at a later time.

9 In talking to the City Attorney's Office,
10 they believe that that was not due process because
11 it could be any time, that we needed to set a
12 reasonable time to have those Commission hearings.
13 And we felt if we could schedule the Commission --
14 This is with all of you. If we could schedule the
15 date within 10 days and have it held within 45 days
16 that that was within a reasonable time frame.

17 This new rule, like I said, ensures that
18 received due process and within a reasonable time
19 allows for exceptions when attorneys file
20 continuances.

21 So it could go beyond that, but it's
22 going to be on the attorneys that come before us to
23 make that decision.

24 I ask for your approval.

19

1 PRESIDENT PRICE: Questions?

2 Chair will entertain a motion.

3 MS. LYNCH: I move to revise Rule XIV A.1
4 pertaining to appeals as a result of the 2022
5 voter-approved Charter amendments.

6 MS. TYLER LEE: Second.

7 PRESIDENT PRICE: Been properly moved and
8 seconded.

9 All those in favor say "aye."

10 MS. TYLER LEE: Aye.

11 MS. LYNCH: Aye.

12 PRESIDENT PRICE: Aye.

13 All those opposed?

14 Motion carries.

15 Before we go to 9, thank you, Amy,
16 again -- I'm -- I'm sure I speak on behalf of my
17 fellow commissioners -- taking the time to brief
18 us. We know the Charter amendment was kind of
19 complicated to a degree. So take -- thank you and
20 staff --

21 MS. DELONG: Yeah. I was going to say --

22 PRESIDENT PRICE: -- for preparing us,
23 you know, to be able to go through this and
24 understand what we're voting on.

20

1 So any comments from you?

2 MS. TYLER LEE: Just echo the thanks.

3 Even though we went through these relatively

4 quickly --

5 PRESIDENT PRICE: Right.

6 MS. TYLER LEE: -- I just want to

7 acknowledge the amount of time --

8 PRESIDENT PRICE: Right.

9 MS. TYLER LEE: -- that we know went into

10 all of the work to get us to this day; and thanks

11 to staff, because it was additional -- additional

12 work that you had to do on top of your -- your

13 everyday task -- tasks. And even though we didn't

14 have questions here, just wanted to go on record as

15 saying we had plenty in our briefing.

16 PRESIDENT PRICE: Right.

17 MS. TYLER LEE: So just wanted to

18 acknowledge that and -- and thank everyone for the

19 additional time and energy. And I think what I'm

20 most -- I don't know if excited is the right word,

21 but in the -- the banding changes, really giving

22 the opportunity for departments to be able to make

23 sure we're getting the best staff and not tying

24 their hands in terms of being able to access

1 candidates that come through.

2 So I'm really excited about that.

3 MS. DELONG: Well, thank you.

4 PRESIDENT PRICE: Okay. Again, thank
5 you, Amy.

6 Item 9: Review and approval of the trial
7 board's recommendation for Eric Brandon versus City
8 of Columbus from the action of the City of Columbus
9 terminating him from the position of Assistant
10 Director, Appeal No. 22-CA-0004.

11 MS. DELONG: Amy DeLong, on behalf of Jen
12 Shea, who is out today.

13 The trial board was convened on
14 October 31, 2022, and November 1, 2022, in the
15 matter of Eric Brandon versus the City of Columbus,
16 Appeal No. 22-CA-0004.

17 After hearing from both parties and
18 evaluating the evidence presented, the trial board
19 determined that the appellant resigned his
20 employment with the City.

21 As such, the trial board found that
22 pursuant to Civil Service Rule XIII E, this
23 Commission does not have jurisdiction to hear or
24 make decisions on the merits of Mr. Brandon's

1 appeal.

2 Therefore, the trial board asks this
3 Commission to adopt the findings and
4 recommendations and to dismiss the appeal for lack
5 of jurisdiction.

6 PRESIDENT PRICE: Thank you.

7 Any questions from the Board?

8 Comments from Jen?

9 No. Okay.

10 Chair will entertain a motion.

11 MS. LYNCH: I move to approve the trial
12 board's recommendation for Eric Brandon versus the
13 City of Columbus from the action of the City of
14 Columbus terminating him from the position of
15 Assistant Director, Appeal No. 22-CA-0004.

16 MS. TYLER LEE: Second.

17 PRESIDENT PRICE: Been properly moved and
18 seconded.

19 All those in favor say "aye."

20 MS. TYLER LEE: Aye.

21 MS. LYNCH: Aye.

22 PRESIDENT PRICE: Aye.

23 All those opposed?

24 Motion carries.

1 Item 10. Good morning, Charday.

2 MS. LITZY-TAYLOR: Hey, good morning.

3 PRESIDENT PRICE: Item 10: Request of
4 the Civil Service Commission staff on behalf of
5 Columbus City Schools to create the specification
6 for the classification Van Driver, assign a
7 probationary period of a 180 days and designate the
8 examination type as noncompetitive.

9 MS. LITZY-TAYLOR: Good morning. Charday
10 Litzy-Taylor, personnel analyst with the
11 Commission. This action was initiated at the
12 request of Columbus City Schools.

13 Columbus City Schools is responsible for
14 safely transporting approximately 39,000 students
15 to and from school on a daily basis. This includes
16 transport to the district's 112 public schools as
17 well as approximately 162 nonpublic charter
18 schools.

19 As part of a review to determine the
20 scope of Columbus City Schools' transportation
21 needs, the district has identified a need for a
22 classification dedicated to operating passenger
23 vans to transport students with special needs to
24 and from school and special events.

24

1 Columbus City Schools plans to purchase
2 30 new passenger vans in 2023. That's part of this
3 effort.

4 Since the requirements for passenger vans
5 differ from that of school bus drivers, it is
6 necessary to create a separate classification. A
7 separate class would free up about 30 bus drivers
8 that could assist with daily bus operation. The
9 creation of a dedicated Van Driver class would also
10 provide the district with the ability to manage the
11 transport of their special need students in house.

12 The proposed examples of work section was
13 developed to include those responsibilities
14 identified as important for the classification.

15 To remain compliant under Ohio law, the
16 proposed minimum qualifications require Van Drivers
17 to be at least 21 years of age, possess a valid
18 driver's license and have a minimum of two years of
19 driving experience.

20 Possession of a valid certificate of
21 completion of the pre-service driver training
22 program issued by the Ohio Department of Education
23 for school Van Drivers is required upon completion
24 of the probationary period.

1 A valid certificate of completion for the
2 pre-service driver training issued by the Ohio
3 Department of Education for school bus drivers may
4 also be accepted in lieu of the Van Driver
5 certificate.

6 The proposed knowledge, skills and
7 abilities section was developed to include the
8 knowledge, skills and abilities expected of a
9 successful employee in the job of Van Driver.

10 Noting the level of training and
11 experience required, it is recommended that the
12 examination type be designated as noncompetitive,
13 which is consistent with the Civil Service
14 Commission guidelines for noncompetitive
15 designations.

16 It is further recommended that the
17 probationary period be assigned 180 days, which is
18 consistent with the associated learning time and in
19 accordance with Civil Service Commission guidelines
20 for classifications designated as noncompetitive.

21 It is also recommended that the proposed
22 Van Driver class be assigned to the transportation
23 job family and within the bus operations group. As
24 proposed, this creation will give the district the

26

1 ability to meet the transportation needs of their
2 special student need population.

3 The proposed classification will also
4 free up bus drivers and allow the district to cover
5 additional bus routes.

6 It is, therefore, recommended that the
7 classification Van Driver be created as proposed.

8 PRESIDENT PRICE: Thank you.

9 Questions?

10 Chair will entertain a motion to approve.

11 MS. LYNCH: On behalf of the Columbus
12 City Schools, I move to create the specification
13 for the classification Van Driver, assign a
14 probationary period of 180 days, and designate the
15 examination type as noncompetitive.

16 MS. TYLER LEE: Second.

17 PRESIDENT PRICE: Been properly moved and
18 seconded.

19 All those in favor say "aye."

20 MS. TYLER LEE: Aye.

21 MS. LYNCH: Aye.

22 PRESIDENT PRICE: Aye.

23 All opposed?

24 Motion is approved.

27

1 MS. LITZY-TAYLOR: Thank you.

2 PRESIDENT PRICE: Thank you, Charday.

3 Item 11.

4 MR. CHERRY: We can do 11 through 14, if
5 you want.

6 PRESIDENT PRICE: I'm sorry. Yeah. The
7 Item 11, 12 and 13 and also 14? 14? Okay.

8 As Dawn said you notice we don't make a
9 move till we look to our right.

10 We will now entertain Items 11, 12, 13
11 and 14.

12 Good morning, Richard.

13 Request of the Civil Service
14 Commission --

15 Item 11: Request of the Civil Service
16 Commission staff to revise the specification for
17 the classification Police Commander.

18 Item 12: Request of the Civil Service
19 Commission staff to revise the specification for
20 the classification Police Deputy Chief.

21 Item 13: Request of the Civil Service
22 Commission staff to revise the specification for
23 the classification Police Lieutenant.

24 Item 14: Request of the Civil Service

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1 Commission staff to revise the specification for
2 the classification Fire Chief.

3 MR. CHERRY: Richard Cherry, personnel
4 analyst too, with the Civil Service Commission. We
5 are reviewing these classifications as part of
6 Civil Service efforts to review all classifications
7 every five years.

8 These particular classifications, a lot
9 of the changes to the examples of work section are
10 basically cosmetic in order to bring language up to
11 date; but the big changes to the minimum
12 qualification section is where it pertains to
13 the -- the driver's license. There were some
14 inconsistencies among the classifications as to how
15 the language to talk about the driver's license.
16 So we are recommending that the language for all
17 these say possession of a valid driver's license.

18 There are no other recommendations at
19 this time.

20 PRESIDENT PRICE: Thank you.

21 Questions?

22 Chair will entertain a motion to approve.

23 MS. LYNCH: I move to revise the
24 specification for the classification Police

1 Commander.

2 I move to revise the specification for
3 the classification Police Deputy Chief.

4 I move to revise the specification for
5 the class -- for the classification Police
6 Lieutenant.

7 And, finally, I move to revise the
8 specification for the classification Fire Chief.

9 MS. TYLER LEE: Second.

10 PRESIDENT PRICE: Been properly moved and
11 seconded.

12 All those in favor.

13 MS. LYNCH: Aye.

14 PRESIDENT PRICE: I'm sorry.

15 All those in favor say "aye."

16 MS. TYLER LEE: Aye.

17 MS. LYNCH: Aye.

18 PRESIDENT PRICE: Aye.

19 All those opposed?

20 Motions approved.

21 MR. CHERRY: Merry Christmas.

22 PRESIDENT PRICE: Thank you.

23 MS. LYNCH: Merry Christmas.

24 PRESIDENT PRICE: He just said that

1 because his was a simpler one.

2 MR. CHERRY: I appreciate that.

3 PRESIDENT PRICE: Item 15.

4 Good morning, Beth.

5 MS. DYKE: Good morning.

6 PRESIDENT PRICE: Request of the Civil
7 Service Commission staff to revise the
8 specification for the classification Public Health
9 Administrator (Neighborhood Health), retitle it to
10 read Public Health Administrator (Neighborhood
11 Social Services) and amend Rule XI accordingly.

12 MS. DYKE: Yes. Beth Dyke, personnel
13 analyst with the Civil Service staff.

14 Civil Service staff received a
15 correspondence from the Department of Human
16 Resources' officer for Columbus Public Health
17 requesting to revise and retitle the specification
18 for the classification.

19 Although the five-year classification
20 review was just completed, there were some
21 additional minor revisions proposed to the
22 definition and within the examples of work and
23 knowledge, skills and abilities sections in
24 response to feedback received from the City health

1 commissioner.

2 The proposed revisions are in support of
3 the growth Columbus Public Health is experiencing
4 regarding the administration of Neighborhood Social
5 Services or their NSS programs.

6 Most of the recommended changes are
7 proposed to shift the current focus of the
8 classification Neighborhood Health to the more
9 broad focus area of Neighborhood Social Services
10 and related duties.

11 There are no other revisions proposed at
12 this time; and it is, therefore, recommended that
13 the specification for the classification be revised
14 as proposed, retitled to read Public Health
15 Administrator (Neighborhood Social Services) and
16 Rule XI amended accordingly.

17 PRESIDENT PRICE: Questions?

18 Chair will entertain a motion to approve.

19 MS. LYNCH: I move to revise the
20 specification for the classification Public Health
21 Administrator (Neighborhood Health), retitle it to
22 read Public Health Administrator (Neighborhood
23 Social Services) and amend Rule XI accordingly.

24 MS. TYLER LEE: Second.

1 PRESIDENT PRICE: Been properly moved and
2 seconded.

3 All those in favor say "aye."

4 MS. TYLER LEE: Aye.

5 MS. LYNCH: Aye.

6 PRESIDENT PRICE: Aye.

7 All those opposed?

8 Motion is approved.

9 Items 16 through 19.

10 Item 16: Request of the Civil Service
11 Commission staff to revise the specification for
12 the classification Technical Support Supervisor.

13 Item 17: Request of the Civil Service
14 Commission staff to revise the specification for
15 the classification Desktop Support Technician.

16 Item 18: Request of the Civil Service
17 Commission staff to revise the specification for
18 the classification Technical Support Analyst.

19 Item 19: Request of the Civil Service
20 Commission staff to revise the specification for
21 the classification Technology Service Desk
22 Representative.

23 MS. DYKE: Yes. Civil Service staff
24 received a correspondence from the Department of

1 Technology human resources' officer requesting to
2 revise the minimum qualifications and examination
3 type for Desktop Support Technician classification.

4 The request was submitted after the
5 department's recent recruitment efforts
6 demonstrated that a higher population of candidates
7 possess work-related experience and/or industry
8 certifications rather than qualifications obtained
9 through education.

10 Since such desired revisions would affect
11 the progression within the technology support
12 series, revisions are proposed to the minimum
13 qualifications sections throughout most of the
14 series.

15 Other minor revisions within the
16 specifications are also proposed. For the
17 Technology Service Desk Representative and the
18 Desktop Support Technician classifications, it is
19 recommended to broaden the minimum qualifications
20 requirements to allow more emphasis to be placed on
21 qualifying experience while supporting an
22 additional pathway to employment -- while
23 supporting an educational pathway to employment.

24 As such, it is proposed to add a pathway

1 to employment which allows for specific and
2 significant coursework to substitute for the
3 required experience.

4 It is also proposed to add a
5 substitution, which allows for a certificate of
6 completion from a computer-related technology
7 vocational program to substitute for the required
8 experience.

9 Additionally, for the Desktop Support
10 Technician classification, it is proposed to add
11 the requirement for incumbents to possess a valid
12 CompTIA A+ certification by the completion of the
13 probationary period. In order to achieve the
14 CompTIA A+ certification, candidates are required
15 to pass two examinations.

16 Per Civil Service rule, where positions
17 are in a class which require exceptional
18 qualifications as demonstrated by a special license
19 or certificate, it is proposed to move the
20 examination type from competitive to
21 noncompetitive.

22 It is proposed to revise the motor
23 vehicle operator's license statement within the
24 minimum qualification sections of the Desktop

1 Support Technician and the Technical Support
2 Analyst classifications.

3 It is further proposed to revise the
4 minimum qualifications section of the Technical
5 Support Analyst classification by clarifying and
6 broadening the section in order to maintain
7 consistency with regard to the progression within
8 the series.

9 Lastly, minor revisions are proposed to
10 the examples of work and knowledge, skills and
11 abilities sections within the series to update the
12 specifications.

13 There are no other proposed revisions at
14 this time.

15 PRESIDENT PRICE: Questions?

16 Chair will entertain a motion to approve.

17 MS. LYNCH: I move to revise the
18 specification for the classification Technical
19 Support Supervisor.

20 I move to revise the specification for
21 the classification Desktop Support Technician.

22 I move to revise the specification for
23 the classification Technical Support Analyst.

24 And, finally, I move to revise the

1 specification for the classification Technology
2 Service Desk Representative.

3 PRESIDENT PRICE: Been properly moved and
4 seconded.

5 All those in favor say "aye."

6 MS. TYLER LEE: Aye.

7 MS. LYNCH: Aye.

8 PRESIDENT PRICE: Aye.

9 Those opposed?

10 MS. TYLER LEE: I don't think that I said
11 second.

12 PRESIDENT PRICE: Pardon?

13 MS. TYLER LEE: I don't think I said
14 second. Did I?

15 PRESIDENT PRICE: Yes, I think.

16 MS. TYLER LEE: Second.

17 MS. LYNCH: Just in case.

18 PRESIDENT PRICE: Just in case she said
19 second.

20 MS. BRINNON: She did.

21 PRESIDENT PRICE: Okay.

22 MS. TYLER LEE: Oh, my gosh.

23 PRESIDENT PRICE: You know I'm getting
24 old so --

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1 MS. TYLER LEE: Me too.

2 PRESIDENT PRICE: I -- I know I'm right

3 here. All right.

4 MS. TYLER LEE: Sorry.

5 PRESIDENT PRICE: No problem. Just

6 double check. Great. Where were we?

7 We carried the motion, correct?

8 MS. LYNCH: No. You need to.

9 MS. BRINNON: No. You need to repeat it.

10 PRESIDENT PRICE: Okay.

11 MS. TYLER LEE: Sorry.

12 PRESIDENT PRICE: So let's -- let's go

13 back one second.

14 Been probably moved and -- been properly

15 moved and seconded.

16 No problem.

17 Been properly moved and seconded.

18 All those in favor say "aye."

19 MS. TYLER LEE: Aye.

20 MS. LYNCH: Aye.

21 PRESIDENT PRICE: Aye.

22 All those opposed?

23 Motions carry.

24 MS. DYKE: Thank you.

1 PRESIDENT PRICE: Thank you.

2 MS. LYNCH: Thanks.

3 PRESIDENT PRICE: Morning, Tammy.

4 MS. ROLLINS: Good morning.

5 PRESIDENT PRICE: All right.

6 20 through 28.

7 20: Request of the Civil Service
8 Commission staff to revise the specification for
9 the classification Building and Zoning Services
10 Director.

11 21: Request of the Civil Service
12 Commission staff to revise the specification for
13 the classification Development Director.

14 22: Request of the Civil Service
15 Commission staff to revise the specification for
16 the classification Finance and Management Director.

17 23: Request of the Civil Service
18 Commission staff to revise the specification for
19 the classification Public Safety Director.

20 24: Request of the Civil Service
21 Commission staff to revise the specification for
22 the classification Public Service Director.

23 25: Request of the Civil Service
24 Commission staff to revise the specification for

1 the classification Public Utilities Director.

2 26: Request of the Civil Service
3 Commission staff to revise the specification for
4 the classification Technology Director (CIO).

5 27: Request of the Civil Service
6 Commission staff to revise the specification for
7 the classification Human Resources Director.

8 28: Request of the Civil Service
9 Commission staff to revise the specification for
10 the classification Neighborhood Director.

11 MS. BRINNON: Point of clarification.

12 PRESIDENT PRICE: Uh-huh.

13 MS. BRINNON: All items 20 through 28 are
14 unclassified.

15 PRESIDENT PRICE: Okay.

16 MS. BRINNON: And 26 should also read to
17 retitile it to read Chief Technology Officer (CTO),
18 unclassified.

19 PRESIDENT PRICE: Okay. Thank you.

20 Tells me to read it in its entirety.

21 MS. ROLLINS: Good morning.

22 PRESIDENT PRICE: Morning.

23 MS. ROLLINS: All of these classification
24 titles that you read are being proposed for

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1 revisions per the recent Charter amendments.

2 It's proposed that the specifications for
3 the directors of departments who are appointed
4 directly by the mayor be revised per these
5 amendments pertaining to the makeup of the mayor's
6 cabinet and the designation of an acting mayor
7 should the current mayor be unavailable due to a
8 temporary absence or inability.

9 In both of these scenarios, a member of
10 cabinet may be designated to serve as acting mayor.

11 Amendments were also approved that
12 further define the mayor's cabinet to consist of
13 the directors of departments and members of the
14 mayor's executive staff.

15 Employees within these titles will be
16 considered the Charter members of cabinet and as
17 such may be designated to serve as acting mayor.

18 Given these amendments, it is proposed
19 that the guidelines for class use for each of these
20 class specifications be revised to incorporate this
21 language from the Charter amendments specifically
22 to the specification as it pertains to the mayor's
23 cabinet and acting mayor.

24 PRESIDENT PRICE: Thank you.

1 Any questions?

2 Chair will entertain a motion to approve.

3 MS. LYNCH: I move to revise the
4 specification for the classification Building and
5 Zoning Services Director.

6 I move to revise the specification for
7 the classification Development Director.

8 I move to revise the specification for
9 the classification Finance and Management Director.

10 I move to revise the specification for
11 the classification Public Safety Director.

12 I move to revise the specification for
13 the classification Public Service Director.

14 I move to revise the specification for
15 the classification Public Utilities Director.

16 I move to revise the specification for
17 the classification Technology Director (CIO) and
18 retitle it to read Chief Technology Officer (CTO)
19 (unclassified).

20 And I move to revise the specification
21 for the classification Human Resources Director.

22 And, finally, I move to remind -- I move
23 to revise the specification for the classification
24 Neighborhoods Director.

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1 PRESIDENT PRICE: It's been properly --

2 MS. TYLER LEE: Second.

3 PRESIDENT PRICE: Sorry. See, that time
4 you were right.

5 MS. TYLER LEE: Second.

6 PRESIDENT PRICE: Been properly moved and
7 seconded.

8 All those in favor say "aye."

9 MS. TYLER LEE: Aye.

10 MS. LYNCH: Aye.

11 PRESIDENT PRICE: Aye.

12 All those opposed?

13 Motions carry.

14 Okay. 28.

15 Items 29 through 31.

16 29: Request of the Civil Service

17 Commission staff to revise and retitle the
18 specification for the classification Deputy Chief
19 of Staff (Unclassified) to read Deputy Chief of
20 Staff to the Mayor (Unclassified.)

21 Item 30: Request of the Civil Service

22 Commission staff to revise and retitle the
23 specification for the classification Executive
24 Assistant to the Mayor (Unclassified) to read Chief

1 of Staff to the Mayor (Unclassified.)

2 Item 31: Request of the Civil Service
3 Commission staff to revise the specification for
4 the classification Executive Director (Office of
5 the Mayor) (Unclassified.)

6 MS. ROLLINS: It is proposed to retitle
7 both the Executive Assistant to the Mayor and the
8 Deputy Chief of Staff to better reflect the true
9 scope and level of responsibility that is performed
10 by each of these jobs.

11 Additionally, the proposed retitle will
12 help to eliminate any confusion with other chiefs
13 of staff job titles that we also have in existence
14 in the class plan.

15 The other proposed revisions are in
16 accordance with amendments to City Charter
17 pertaining to the makeup of the mayor's cabinet and
18 designation of an acting mayor should the current
19 mayor be unavailable due to a temporary absence or
20 inability. In both of these scenarios, a member of
21 cabinet may be designated to serve as acting mayor.

22 There were amendments approved that
23 further define the mayor's cabinet consist of the
24 directors of departments and members of the mayor's

1 executive staff.

2 It is these three classifications that
3 will consist of the mayor's executive staff and as
4 such will be part of the mayor's cabinet. And
5 these titles will be the Charter members of cabinet
6 and as a Charter member may be designated to serve
7 as acting mayor.

8 It's proposed that the guidelines for
9 class use be revised to incorporate this language
10 from the Charter amendments reflected on the
11 specification as it pertains to service of the
12 mayor's cabinet and as acting mayor reflecting
13 these on the specification.

14 PRESIDENT PRICE: Thank you.

15 Questions?

16 Chair will entertain a motion to approve.

17 MS. LYNCH: I move to revise and retitle
18 the specification for classification Deputy Chief
19 of Staff to read Deputy Chief of Staff to the
20 Mayor.

21 I move to revise the -- and retitle the
22 specification for the classification Executive
23 Assistant to the Mayor to read Chief of Staff to
24 the Mayor.

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1 And I move to revise the specification
2 for the classification Executive Director.

3 MS. TYLER LEE: Second.

4 PRESIDENT PRICE: Been properly moved and
5 seconded.

6 All those in favor say "aye."

7 MS. LYNCH: Aye.

8 MS. TYLER LEE: Aye.

9 PRESIDENT PRICE: Aye.

10 All those opposed?

11 Motions carry.

12 MS. ROLLINS: Thank you.

13 PRESIDENT PRICE: Thank you, Tammy.

14 Morning, Liz.

15 MS. REED: Good morning.

16 PRESIDENT PRICE: Items 32 through 37.

17 Item 32: Request of the Civil Service
18 Commission staff to revise the specification for
19 the classification of Fire Deputy Chief.

20 Item 33: Request of the Civil Service
21 Commission staff to revise the specification for
22 the classification of Fire Assistant Chief.

23 34: Request of the Civil Service
24 Commission staff to revise the specification for

46

1 the classification of Fire Battalion Chief.

2 Item 35: Request of the Civil Service
3 Commission staff to revise the specification for
4 the classification of Fire Captain.

5 Item 36: Request of the Civil Service
6 Commission staff to revise the specification for
7 the classification of Firefighter.

8 Item 37: Request of the Civil Service
9 Commission staff to revise the specification for
10 the classification of Fire Lieutenant.

11 MS. REED: Good morning.

12 MS. LYNCH: Good morning.

13 MS. REED: Liz Reed, Executive Assistant
14 Director over testing.

15 So with all six of these specification
16 revisions that we're requesting, there is one
17 change that's consistent, and that is to change the
18 requirement of -- as a minimum qualification of --
19 of an Ohio motor vehicle's license to a driver's
20 license.

21 Specifically for Fire Battalion Chief and
22 Fire Deputy Chief, we're requesting in the minimum
23 qualifications to change the wording such that the
24 requirement for the bachelor's degree is actually

1 at the end of the sentence. It will help to
2 clarify when that requirement is required.

3 And then, for the specification of
4 Firefighter, we're -- we're requesting the change
5 of the driver's license to be required at time of
6 appointment. This will be consistent with the
7 change that we made last year regarding Police
8 Officer.

9 And then, finally, with Fire Lieutenant
10 we're requesting that that minimum qualification
11 change of a driver's license be retroactive to the
12 filing period so that -- We have one firefighter
13 who applied for Fire Lieutenant and did not qualify
14 because he has a Kentucky driver's license. With
15 this change he will qualify and be able to take the
16 assessment that we have scheduled in January.

17 PRESIDENT PRICE: Thank you.

18 Any questions?

19 Chair will entertain a motion to approve.

20 MS. LYNCH: I move to revise the
21 specification for the classification of Fire Deputy
22 Chief.

23 I move to revise the specification for
24 the classification of Fire Assistant Chief.

1 I move to revise the specification for
2 the classification of Fire Battalion Chief.

3 I move to revise the specification for
4 the classification of Fire Captain.

5 I move to revise the specification for
6 the classification of Firefighter.

7 And finally, I move to revise the
8 specification for the classification -- for the
9 classification of Fire Lieutenant.

10 MS. TYLER LEE: Second.

11 PRESIDENT PRICE: It's been properly
12 moved and seconded.

13 All those in favor say "aye."

14 MS. TYLER LEE: Aye.

15 MS. LYNCH: Aye.

16 PRESIDENT PRICE: Aye.

17 All those opposed?

18 Motions carry.

19 Item 38: Residency Hearing Reviews, none
20 submitted.

21 MS. DELONG: Wait. Wait. Wait. Wait.
22 Wait.

23 PRESIDENT PRICE: I'm sorry. Uh-huh.

24 MS. DELONG: Sorry.

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1 PRESIDENT PRICE: You're fine.

2 MS. DELONG: Don't know why I'm sitting
3 down. But I wanted to make sure that you guys were
4 aware as the changes that you made to residency in
5 our Charter today will now remove that section from
6 any further meeting that you have.

7 So we won't have to be saying what you're
8 saying today as a part of that. So I didn't want
9 you to go next week, "Why isn't residency on here?"
10 and not understand that the action that you made
11 today will remove that from your agenda from here
12 on out.

13 PRESIDENT PRICE: Okay. Good.

14 MS. LYNCH: Okay.

15 MS. DELONG: Sorry. I was going --

16 PRESIDENT PRICE: No problem.

17 MS. DELONG: -- tell you that during
18 the -- my portion --

19 PRESIDENT PRICE: The briefing.

20 MS. DELONG: -- and forgot.

21 PRESIDENT PRICE: Okay. No problem.

22 Thank you.

23 MS. TYLER LEE: Just -- I'm sorry.

24 Mr. Chair --

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1 PRESIDENT PRICE: Uh-huh.

2 MS. TYLER LEE: -- just another point of
3 clarification about the Charter language that we
4 approved. That all goes into effect January 1; is
5 that correct?

6 MS. DELONG: That is my intent at this
7 point. Really, in true actuality, once you've
8 approved it, it's --

9 PRESIDENT PRICE: It's all right.

10 MS. DELONG: -- it's good. But we would
11 like to do that so that once we review things in
12 years to come, that we can actually have a time
13 defined -- sorry, a defined period where we're
14 looking at that information.

15 So for all purposes, we're going to act
16 upon it as of January 1.

17 PRESIDENT PRICE: Okay. Thank you.

18 MS. TYLER LEE: Thank you.

19 MS. DELONG: Thank you.

20 PRESIDENT PRICE: Item 39: Background
21 Removals.

22 Applicants Removed preexam:

23 Vito Rea, police officer, reinstate.

24 Applicants Removed postexam:

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1 Justin Burwell, firefighter, do not
2 reinstate.

3 Joshua Cooper, firefighter, do not
4 reinstate.

5 L'Darryl James, police officer, do not
6 reinstate.

7 Carter Payton, police officer, do not
8 reinstate.

9 Item 40: Other Administrative
10 Jurisdictional Reviews, none submitted.

11 I just want to say on behalf of the
12 Commission and commissioners, I was going to speak,
13 we want to thank you, especially the staff.

14 We got through a year. Definitely got
15 through a year with me. Hopefully, next year we'll
16 be -- I'll be better.

17 But I want to thank both my
18 commissioners. It's been a joy to serve with you.
19 We look forward to going into 2023.

20 Comments?

21 MS. TYLER LEE: Merry Christmas. Happy
22 Holidays. Thanks for all you do, seen and unseen.
23 We appreciate you.

24 PRESIDENT PRICE: With that, we have

1 completed the agenda, and we are adjourned.

2 - - -

3 And, thereupon, the meeting was

4 concluded at approximately 9:57 a.m.

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C-E-R-T-I-F-I-C-A-T-E

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I do hereby certify that the foregoing is a true, correct and complete written transcript of the digitally recorded proceedings in this matter and transcribed by me to the best of my ability on the 4th day of January, 2023.

Christy M. Heaney
Professional Reporter
Notary Public in and for
the State of Ohio.

My Commission Expires: March 25, 2026.

Larry Price, President

01/30/2023

Date